Migrating from PaySuite
Your payroll product is being upgraded. This means that from April 2020 you'll no longer be able to use PaySuite payroll.

It's time to move over your data to a new QuickBooks payroll product. Rest assured, we have made the whole process really easy.

First, choose the right payroll product for you:

**QuickBooks Online Standard Payroll**

or

**QuickBooks Online Advanced Payroll**

Then simply select a date to make the switch.
We'll handle the rest.
Migrate from PaySuite in 4 easy steps
Step 1

First, **Sign In** to your QuickBooks account.

Then go to the **Employees** tab.
Step 1

You'll see a message about the change to your payroll plan:

⚠️ Make the switch before the end of the tax year
You need to change your payroll plan. Move to QuickBooks Online Standard or Advanced Payroll and find the perfect fit for your business. Schedule migration

Click on Schedule migration to start the process.
Step 2

If you want to know more about the migration process and our payroll products, select Learn more. This will open a new window with information to help.

Migrate to QuickBooks Online Payroll before time runs out

Our new Standard and Advanced plans are replacing PaySuite for all your payroll needs. Migrate automatically at a time that suits you.

Migrating from PaySuite - FAQ.

- Recommendations
  - Payroll in PaySuite
  - Export your data from PaySuite

- Desktop Payroll Survey Results
  - PayCode Field %
  - Proofs to Payroll %
Step 2

When you’re ready to continue select Schedule migration.

Migrate to QuickBooks Online Payroll before time runs out

Our new Standard and Advanced plans are replacing PaySuite for all your payroll needs. Migrate automatically at a time that suits you.
Step 3

It’s time to choose your payroll plan.

We’ll recommend the right product for you, based on your previous use.
Step 3

In some cases, you’ll only be able to select Advanced Payroll.

That’s because it looks like our Standard Payroll features won’t cover the needs of your business.
Step 4

Select the date when you want the migration to happen.

On your migration day, your payroll will be unavailable for up to 24 hours. So make sure you pick a date that when you won't need to complete any payroll tasks.
Step 4

Once you’re happy with your choice, select **Confirm date** to complete the scheduling process.

- 23 March 2020
- 24 March 2020
- 25 March 2020
- 26 March 2020
- 27 March 2020
- 28 March 2020
- 29 March 2020
- 30 March 2020
- 31 March 2020

Payroll will be unavailable until the migration is complete.
That's it

You can keep using PaySuite as usual until your migration date.

⚠️ We recommend that you export your PaySuite payroll data for your records once you’ve run your last payroll or finalised any changes.
Thank you